



## **APPROVED MINUTES**

### **SUNNYVALE HOUSING AND HUMAN SERVICES COMMISSION**

**February 27, 2013**

The Housing and Human Services Commission met in regular session in the Council Chambers, 456 W. Olive Avenue at 7 pm with Chair Dietrich presiding.

The meeting was called to order at 7:04 pm.

#### **ROLL CALL**

##### **Board/Commission Members Present:**

Eric Anderson, Dennis Chiu, Hannalore Dietrich, Patti Evans, Diana Gilbert, Younil Jeong, and Barbara Schmidt.

**Board/Commission Members Absent:** None

**Council Liaison:** Vice Mayor James Griffith (present) arrived at 7:30 pm.

**Staff Present:** Housing Officer Suzanne Isé and Housing Programs Technician Edith Alanis.

Others: Representatives from 25 non-profit agencies and other members of the public.

#### **PUBLIC ANNOUNCEMENTS**

None

#### **CONSENT CALENDAR**

Chair Dietrich asked for a motion to approve the consent calendar.

**Commissioner Schmidt moved and Vice Chair Evans seconded to approve the consent calendar, which contained the minutes of November 14, 2012 meeting.**

**Motions passed unanimously 7-0-0.**

#### **PUBLIC COMMENTS**

Mr. Shane Jacksteit, Sunnyvale business owner and member of Sunnyvale Community Services (SCS) Board of Directors, spoke in support of SCS and highlighted the need to address homelessness and hunger in Sunnyvale. He also invited the Commissioners to join on any given Monday morning at 6:30 am to help unload the bags of produce from the delivery truck and distribute them to families that would otherwise go hungry.

Ms. Boo Bullis, member of the Advisory Council to the Silicon Valley Council of Aging and long standing member of the Geriatric Treatment Team of North County, encouraged the Commissioners to recommend funding for Project Sentinel to assist senior residents with their crisis of finding affordable housing. She provided a graph to the Commissioners of information

compiled by the Health Trust's Senior Advocate Program showing how housing was the most common issue for which senior residents seek help.

Ms. Lisa South is a Second Harvest Food Bank volunteer who delivers food bags to seniors. She shared the story of Paul, a 65-year-old Sunnyvale resident, who became homeless a month ago because he could not maintain the place where he lived. She expressed frustration at the lack of affordable housing and resources for those who are homeless or at risk of becoming homeless. Every place she called referred her to someone else. Eventually, she connected with SCS and they provided a week of stay at a low cost hotel and then the Salvation Army provided three more days. He is back at the Armory which will be closing soon and he doesn't want to be homeless. Lastly, she commented that conditions at the Armory are sad and very crowded.

### **SCHEDULED PRESENTATION**

Presentation of CDBG/HOME Human Services and Capital Project Funding Proposals.

Housing Officer Suzanne Isé explained that the scheduled presentations were by all the agencies that submitted a proposal for funding of human services activities or capital projects, and reminded everyone that there would be no action taken on this item.

The following agencies were represented and provided brief presentations.

<b>Agency/Speaker</b>	<b>Summary of Presentation</b>
<b>InnVision Shelter Network</b>  Robert Vernon, Associate Director of Shelter Services	The merger of Shelter Network and InnVision resulted in an agency able to provide wrap-around services for all clients to address behavioral health, substance abuse and mental problems. Clients are referred to any services that they may need, including legal, physical health, or anything that represents a barrier to self-sufficiency.
<b>First United Methodist Church</b>  Tom Morse, Acting Site Manager	The Senior Nutrition Program provides nutritious hot meals, Monday-Friday to seniors age 60 or older in a congregate setting. Seniors are also encouraged to participate in educational programs which focus on healthy eating. There is a volunteer dance band every day to promote recreational and physical activity. Additionally, they provide referrals to address any other needs; e.g. legal aid, transportation, etc. In July, they will be celebrating their 40 <sup>th</sup> anniversary.
<b>West Valley Community Services (WVCS)</b>  Sujatha Venkatraman, Director Stability Support Services	Haven to Home program provides supportive services for homeless families and individuals who are chronically homeless or have recently become homeless. She shared the story of a woman who was pregnant and homeless because of domestic abuse when she started working with the case manager. She was placed in the transitional housing program and had a place to move to when she had her baby. She also noted that WVCS staff do outreach around the Sunnyvale Library and City Hall in response to the City's request.

Agency/Speaker	Summary of Presentation
<b>Sunnyvale Community Services (SCS)</b>  Marie Bernard, Executive Director	SCS's monthly food program provides bags of food once a month and fresh produce up to 5 times a month. The number of bags is determined by the number of people in the household. 96% of SCS's clients are extremely-low to low-income and 44% of SCS's clients are children. She noted that the people with the lowest paid jobs have not gotten raises, but their cost of living has increased. Rents have increased on average by 34% in the last year.
<b>The Health Trust</b>  Mary Vollinger, Program Director	The Meals-on-Wheels program is the only home delivery program in Santa Clara County offering hot meals to homebound low-income seniors and disabled adults who cannot cook or shop for themselves. In addition to the meal that is delivered, the driver also does a wellness check to alert of anything out of the ordinary or any unsafe conditions. 70% of their clients live alone and 50% have no family members nearby. This service meets their nutritional and personal connection needs and enables them to stay in their homes as long as possible.
<b>Abilities United</b>  Jo Bailard, Corporate & Foundation Giving Officer	Abilities United serves people with developmental and physical challenges and provide the training, education and support they need to lead the lives they choose and to be a part of the community. The Adult Development services include employment services, independent living skills, and adult day activity for those who cannot be employed or live independently, to enable their families to work. The Community Connections program participants go out into the community and volunteer at non-profits such as SCS and InnVision. She shared the story of one client who was born with Down syndrome and has been a client since he was six months old. Today, he lives in his own apartment and has had a job for over ten years.
<b>MayView Community Health Center</b>  Shamima Hasan, CEO	MayView Community Health Center provides general medical care, preventative care, and case management for chronic disease. Recently they added behavioral health services as an integrated approach after learning that their clients were not keeping their appointments when referred to other providers. The demand for this services has increased in Sunnyvale, the clinic used to be open 3 days per week and is now open 5 days per week. They plan to add another full time physician at the Columbia Neighborhood Center (CNC) where they serve approximately 1200 patients and provide 3000 medical visits. 40% of these clients are uninsured, 40% are children, 60% are women, and 93% are under the federal poverty level.
<b>Charities Housing</b>  Kathy Robinson, Director of Housing Development	Charities Housing requested funding for a 60-unit development for extremely-low and very-low-income individuals. It would provide permanent affordable housing with rents ranging from \$200-\$800 per month.

Agency/Speaker	Summary of Presentation
<b>Silicon Valley Independent Living Center</b>  Nayana Shah & Debra Sue Stevens	<p>Since 1976, they have been the only independent living center that serves the entire Santa Clara County. They serve people with all disabilities and ages and from all cultures. The majority of the staff and board members are persons with disabilities. They believe that the best advice that their clients can receive can only come from another disabled person. They assist in finding accessible, affordable, suitable housing for low- to extremely-low-income clients. SCS has offered office space to provide these services in Sunnyvale.</p>
<b>Catholic Charities of Santa Clara County</b>  Tammie Pitkin, Deputy Director of Day Break Cares Program	<p>The Day Break Cares program goal is to optimize the well-being of seniors by reducing social isolation in the home and to support the family care-givers to maintain a successful home care environment and prevent premature institutionalization of aging seniors. The adult day care center offers socialization, music therapy, recreational activities and physical activities at the older adult and provides much needed respite for home caregivers.</p>
<b>Bill Wilson Center</b>  Judy Whittier, Director of Community Resources	<p>Bill Wilson provides counseling for youth and their families. They have already served more people in the first six months of this year than in all of last year. The youth served may have experienced domestic violence in their homes, child abuse or substance abuse, and some are homeless. The counseling they receive is aimed at preventing long term problems; they are referred to case management to address a full range of needs.</p>
<b>EHC LifeBuilders</b>  Hilary Barroga, Director of Programs	<p>EHC provides services to the homeless and those who are at risk of becoming homeless. The goal is to improve self-sufficiency and housing stability by providing case management support working towards permanent supportive housing. The essential access service emergency shelter is offered through the cold weather shelter at the Armory and the year-round shelter in San Jose.</p>
<b>Lighthouse of Hope</b>  Gloria Baxter, Executive Director	<p>Lighthouse of Hope is based in Sunnyvale and currently provides in-school services to high school students in San Jose. They are seeking seed money to start programs at Homestead and Fremont High Schools in Sunnyvale.</p>
<b>YWCA of Silicon Valley</b>  Adriana Caldera, Director, Domestic Violence Department	<p>The Support Network Department provides essential domestic violence services, such as: a toll-free, 24-hour crisis line with bilingual crisis counselors, confidential emergency shelter for up to 60 days, counseling, legal advocacy including court accompaniment and temporary restraining orders, individual and group therapy, children's play and art therapy, preventative education, safety planning, and information and referrals.</p>

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<b>Catholic Charities of Santa Clara County</b>  Olivia Garcia, Field Ombudsman	The Long Term Care Ombudsman is the only agency authorized by the federal Older Americans Act and the state Older Californians Act to advocate for the rights of seniors and disabled residents in long term care facilities. Services can be accessed through their crisis line 24 hours a day, 7 days a week. They are mandated to make unannounced facility visits, resolve complaints, investigate and report abuse allegations, witness advanced health care directives; and educate skilled nursing home staff on ways to prevent abuse.
<b>Outreach &amp; Escort</b>  Lien Nguyen, Senior Mobility Manager/STAR Program Coordinator	The Senior Transportation Program provides affordable and reliable transportation for seniors in Sunnyvale. This service is critical because the majority of the rides are for doctor or health related appointments, since many of the seniors served live alone or their caregivers need to work and cannot take them.
<b>Project Sentinel</b>  Ann Marquart, Executive Director & Anky van Duersen, Coordinator for Tenant-Landlord Services	Project Sentinel provides tenant-landlord dispute resolution services for tenants, landlords and property managers. Most current complaints are about increasing rents, which people can't afford. Rents are increasing and people are not able to keep up with them. Project Sentinel provides lists of below-market-rate rentals, assists in de-escalating conflict situations and provides eviction prevention services. SCS has offered to provide office space for Project Sentinel to meet Sunnyvale clients.
<b>Downtown Streets Team (DST)</b>  Andrew Hening, Manager of Employment Services	DST implements an economic development work experience program under contract with SCS focused on homeless clients. Homeless individuals volunteer with DST in an effort to regain their self-esteem and motivation to re-enter the work force. Currently they are working with 15 clients to clean Fair Oaks Park and the Sunnyvale Armory, and have another 15 prospective team members on their waiting list. The program goal is to help 10 individuals get jobs and reach out to 15 local businesses to expedite the interview and hiring process for DST members. The funding requested is to continue the program begun in 2012. DST is also providing case management services for clients of the City's new Tenant-Based Rental Assistance program, many of whom are also DST team members.
<b>Family and Children Services (FCS)</b>  Maritza Henry, Director of School-based Services	FCS provides individual and family counseling services, crisis intervention, conflict resolution, and community resources referrals for at-risk, extremely-low-income and underserved youth and families in North Sunnyvale. They address depression, anxiety, self-esteem, self-harm, suicidal ideation, acculturation, school-based concerns, teen pregnancy scares, family violence and abuse, substance abuse, gangs, divorce, separation, grief, and poverty.

Agency/Speaker	Summary of Presentation
<b>Health Mobile</b>  Jerry Burstein, Grant Writer	Also known as the Tooth Mobile, this program maintains a fully licensed set of mobile units that provide accessible, affordable, comprehensive dental care. The funding request is to help provide service at five Sunnyvale schools, which would help families by not having to take the children out of school and/or have to take time off from work.
<b>Senior Adults Legal Assistance (SALA)</b>  Georgia Bacil, Directing Attorney	SALA provides free legal services county-wide, targeting clients that are very low-income or at-risk of abuse, institutionalization or isolation. SALA is the only agency designated to provide these services under the Older Americans Act. SALA provides service twice a month at SCS by appointment. SALA also provides home visits to Sunnyvale seniors who are homebound, or in nursing homes, and serve clients who have emergencies by phone. Seniors are often victims of elder abuse or domestic violence usually by someone living in their home, adult children, grandchildren, tenants, and caregivers. SALA also assists with basic planning for incapacity and end of life.
<b>Santa Clara Family Health Foundation (SCFHF)</b>  Emily Hennessy, Director of Finance and Programs	SCFHF is funded with foundation grants. The Healthy Kids Program provides comprehensive health insurance coverage for low-income children up to age 19 who otherwise do not qualify for any federal or state programs. Currently there are 356 Sunnyvale children enrolled in this program.
<b>Law Foundation of Silicon Valley</b>  Kyra Kazantzis, Directing Attorney at Fair Housing Law Project	The Law Foundation Silicon Valley submitted a proposal to provide fair housing services in collaboration with Project Sentinel. Project Sentinel would provide education, screening and investigative services while Fair Housing Law Project would provide legal advice, settlement, and legal representation to victims of housing discrimination. This model has been very successful for the past 15 years in San Jose. There is a housing crisis and the most disadvantaged (elder, disabled, families with children, minority households) are discriminated against most often.
<b>Live Oak Adult Day Services</b>  Colleen Hudgen, Executive Director	Live Oak offers day care to frail dependent seniors who need care 24 hours a day, to provide a much needed break for the home caregivers. A day at Live Oak includes a nutritious breakfast and lunch; birthday celebrations; art, pet and music therapy; and inter-generational activities with children. Clients receive a lot of individual attention from staff. Many of the seniors are brought to the facility by Outreach and Escort.
<b>Vision Literacy</b>  Melanie Daniels, Director of Instruction	Vision Literacy offers adult and family literacy services through the use of trained and supportive volunteers at the Columbia Middle School Library. They are one of only six programs accredited in California and the only one in the Bay Area. The program consists of five 8-week sessions per year. Individuals that go through this program are reported to become more involved in the community; some attend college; and some parents are able to talk to their children's teachers for the first time.

Ms. Isé thanked all the presenters and Chair Dietrich called for a ten-minute break.

## **PUBLIC HEARINGS/GENERAL BUSINESS**

### **2. Preliminary Commission Review of Habitat for Humanity Request for Housing Funds for Proposed Jackson Street Home Buyer Project.**

Ms. Isé gave a brief report on the proposed project and explained that it is still in the preliminary stage. She added that this was not a request for a formal funding commitment, but a request for a recommendation from the Commissioners regarding the use of housing funds to assist the project, if Council approves the sale to Habitat for Humanity.

She explained that the City purchased three homes on Jackson Street adjacent to Murphy Park years ago with the intention of expanding the park. However, these homes were not adjacent to each other, and in the intervening years the City has not acquired the remaining homes along this block.

In 2009, as part of the Parks of the Future study, Council directed staff to sell these homes as soon as home values recovered from the recent recession.

The project would consist of selling the homes to Habitat for Humanity, which would rehabilitate the homes and then sell them to lower-income home buyers. City and Habitat staff inspected the homes and determined that they were suitable for rehabilitation, rather than demolition and reconstruction. The rehabilitation costs for each home would range from \$80,000 to \$100,000. The homes would be sold to lower-income first-time homebuyers under the standard Habitat self-help model, which requires the homebuyer to provide approximately 500 hours of volunteer labor to complete the rehabilitation.

Habitat's Project Manager, Alyssa Thunberg, gave a short presentation about the work that Habitat does. She noted that the East Bay and Silicon Valley affiliates have recently merged. They have served more than 300 home buyers in their 25-year history and they have a less than 1% rate of foreclosure. A post move-in survey of the home owners assisted shows that a majority of them say that having a home and a stable living situation has not only improved their general quality of life, but also their children do better in school, are more likely to go to college, and earn more money. It is a great benefit to the community.

After some discussion and several clarification questions of Ms. Isé and Ms. Thunberg, Chair Dietrich asked for a motion.

**Commissioner Anderson moved and Commissioner Chiu seconded to recommend to Council to provide up to \$400,000 in City Housing funds to assist the Habitat for Humanity project , subject to Council approval of the project.**

**Motion passed unanimously 7-0-0.**

## **NON-AGENDA ITEMS AND COMMENTS**

Vice Mayor James Griffith, liaison to the Commission, shared that he may arrive a few minutes late to some of the Housing and Human Services Commission meetings due to another meeting he attends on the same evening.

B/C Members Oral Comments

Commissioner Gilbert asked for more information on what happens next with the human services and capital projects funding. Ms. Isé gave a brief overview of the process and timeline leading to submitting the Action Plan to City Council for approval in May.

Commissioners discussed and decided that they wanted to visit the new applicants that have not previously been funded by the City.

Vice Mayor Griffith suggested the Commissioners take extreme caution to avoid violating the Brown Act (regarding open meeting requirements) by not discussing Commission business via email, engaging in serial meetings, or other meetings involving a quorum of the Commission (4 or more).

STAFF Oral Comments

None

**INFORMATION ONLY ITEMS**

None

**ADJOURNMENT**

The meeting adjourned at 9:34 p.m.

Respectfully submitted,

Suzanne Isé  
Housing Officer